

Meeting **Student Panel**

Date **Wednesday 27th June 2024, 17:30-19:00, Zoom**

Attendees City Lit: Karin Kalfus (KK), Dragana Ramsden (DR), Wendy McKaig (WM)
Student Panel Members: 11 panel members attended.

Notes Karin Kalfus (KK)

Summary of discussions:

1.0	KK	Welcome & Ground rules
2.0	WM	<p>Exec update</p> <p>Financial Intervention The college has been in formal financial intervention for the past 3 years, triggered by the significant financial impact of the pandemic. The most recent visit by the FE Commissioner acknowledged the continuous improvement in the college’s financial health score and has recommended that City Lit comes out of formal intervention and into Post-Intervention Monitoring and Support (PIMS).</p> <p>Self-Assessment Process for Quality Each year departments participate in self-assessment meetings, reflecting on the strengths and areas for improvement from the previous academic year. This contributes to the college Self-Assessment Report (SAR) and Quality Improvement Plan (QIP) for the following year, determining our priorities for improving the quality of the learning, teaching and student experience at the college. Once the SAR is approved by the Governing Body, it is shared with Ofsted.</p> <p>New Funding Streams In addition to our core funding the college takes advantage of other funding opportunities. Multiply (numeracy skills up to level 2) project has been very successful and will end in March 2025. We have exceeded our annual allocation for Free places for jobs for this year, but we will submit a growth case to the GLA in December for an additional £200k so that we can make eligible qualifications free to more students. We are also in discussion with the GLA about Skills bootcamp funding which will be open for applications in March 2025. This funding is designed for providers to co-design training programmes with employers to help them recruit staff with the knowledge and skills for vacancies in the sector and address skills shortages for new and existing employees. We are assessing whether we could be successful in the Digital stream working with The Code Institute and well as the Creative stream working with local theatres on technical theatre and stage management.</p>

		<p>College Events City Lit Awards took place on Wednesday 20th November, with Guest of Honour City Lit Fellow Dame Evelyn Glennie. The awards celebrate the outstanding work and achievements of students, tutors and staff from across the college. City Lit Awards 2024 City Lit</p> <p>Other projects The Business & Technology department is collaborating with University of Sunderland on a programme of staff CPD and bitesize courses for undergraduate students. City Lit is partnering with the Royal Opera House on a creative exchange project with the Deaf refugees. The project is in the planning stage at the moment and will commence in spring 2025. 10th December is Human Rights Day and City Lit is holding an “In Conversation....” talk with Sacha Deshmukh, the Head of Amnesty UK. This will kick-off a series of events that City Lit is collaborating with Amnesty International on.</p>
3.0	KK	<p>Past projects update</p> <p>Work has been done on the Student Charter to incorporate the panel’s feedback. We are now doing the final checks to ensure consistent messaging. Once finished, they will be shared with students, tutors and staff.</p> <p>The Student panel Google Classroom for sharing project updates and other information is available. Everyone on the panel has been invited to join.</p> <p>At the last meeting Libby Tooke-Mitchell spoke to the panel about streamlining student communications. Libby will be working on improving communications next term.</p> <p>(Post meeting addition: Improvements have been made to the enrolment process for returning students. Returning students don’t have to reinput existing key information - it is pre-populated, and students can review it and edit if necessary. This has made the enrolment process for returning students faster.)</p>
4.0	DR & KK	<p>EDI and zero tolerance for harassment, bullying and discrimination</p> <p>We know that disrespectful behaviour or harassment happen everywhere, this includes microaggressions which are subtle forms of prejudice which can have a hurtful impact. These can be very common experiences that Black, ethnically diverse people and underrepresented groups can face, both in the workplace and outside.</p> <p>And because we know that the outside world spills into City Lit, we know that our students and staff can experience inappropriate or undermining behaviour. This behaviour may not intentional, but the impact can be harmful. We also know that not everyone may be able to challenge this behaviour or raise concerns about it. That is why we want to do something about it.</p>

	<p>Our intention is to ...</p> <ul style="list-style-type: none"> • remind all our students that we are committed to equality • equip students and tutors to tackle the inappropriate behaviour effectively, or to report it • empower allies to support marginalised colleagues • promote psychological safety and well-being in the classroom • promote City Lit’s commitment to zero tolerance for any type of discriminatory behaviour. <p>Discussion part 1</p> <p>When thinking about designing the poster, we have come up with two approaches: The first approach reinforces our commitment to equality and inclusion, and the need to speak up when these are not upheld. The second approach focuses on the message related to preventing and tackling bullying, harassment, discrimination or any degrading behaviour.</p> <p>The group was shown examples of both approaches and asked to discuss in breakout rooms which message would be more impactful – and why?</p> <p>Feedback from group discussions</p> <p>There was broad agreement that the first approach had a more positive message, appropriate to City Lit, but there were suggestions that the poster should also list what kind of behaviour is not acceptable. The main reason against having only the second message was that it could give the impression that this was a common problem the college was trying to stamp out, which is not the case.</p> <p>The group feedback also highlighted the need to clarify the difference between safeguarding reporting and reporting of unacceptable behaviour.</p>
5.0	<p>Discussion part 2</p> <p>The group was asked to think about the wording and imagery that would illustrate the message, keeping in mind many of our students have English as an additional language or may use BSL. We need to use clear language. The ‘call to action’ in the messaging will be added later.</p> <p>The group reviewed wording written by the City Lit staff working group.</p> <p>Examples of the panel member groups’ suggestions: City Lit is a place for everyone” (especially) “Everyone belongs”</p>

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		Celebrating diversity, celebrate our differences (At City Lit) we celebrate our differences
6.0		AOB Many thanks were extended to Masonde, Kevin and Anthony for three years of feedback. This was their last meeting. Next meeting: Tuesday 18th March 2025